

R-42 Instructions

State Department Of Education Office Of Transportation

The State Board of Education has authorized the use of State owned school buses for summer programs that are sponsored by the county or local school district.

1. This application must be completed and submitted to the Department of Education's County Supervisor of Transportation at least two weeks prior to the date the buses will be needed.
2. A Permit For Use Of School Bus, R-1 form, must be completed by the school district for each bus covering the period the bus will be used.
3. Districts must reimburse the Office of Transportation at a rate per mile as set by the State Board of Education. The Office of Transportation will advise the School District as to the rate per mile. All payments must be forwarded to the Department of Education's Office of Finance in accordance with permit payment procedures.
4. Districts must pay the school bus driver's salaries. Districts must also reimburse the Department of Education for damages to the bus(es) in accordance with the Department of Education's School Bus Damage Procedure.
5. The method of fueling, maintenance, and repair shall be determined for each school by the Department of Education's County Supervisor Of Transportation. The determination is to be made on the following factors:
 - a. Number of buses to be used
 - b. Distances from the school bus maintenance shop
 - c. Estimated daily mileage for each bus used

Based on these factors, a decision will be made as to having buses fueled and serviced by shop personnel on school grounds or having buses drive to the shop for fuel and service or purchasing fuel from a local station and bringing the bus(es) to the maintenance shop at regular intervals for maintenance checks.

6. The bus driver(s) must have all of the certification that is required to drive a State owned bus in the State of South Carolina during the regular school term. All driver(s) must be recommended by the district's superintendent or principal.

